

CalATERS-Global Expense Summary

REPORT INFORMATION

Name Marcy J Mandel
Expense Dates 10/21/13-10/23/13
Form ID TEA000182047
Approver Richard J Chivaro
Start Date/Time 10/21/13 / 1510
End Date/Time 10/23/13 / 1130
Trip Location Redding
Purpose of Trip Official SCO business. BOE meeting
with county assessors
Authorization #/ Trip # /

REPORT TOTALS

Report Total 817.36 USD
Department Paid 456.87 USD
Advance Schedule Amount 0.00 USD
Amount Due Employee 360.49 USD

**** Charges are in USD unless otherwise noted**

EXPENSE DATA SUMMARY

Date	Expense Item	Amount	Payment Type	Country	Ex. Rate	Charge to	USD
10/21/13	Airfare - Commercial	194.50	Department Paid	United States (US	1.00		194.50
10/21/13	Lodging	100.80	Cash	United States (US	1.00		100.80
10/21/13	Dinner	23.00	Cash	United States (US	1.00		23.00
10/21/13	Incidentals	5.00	Cash	United States (US	1.00		5.00
10/21/13	Parking, Auto	8.00	Cash	United States (US	1.00		8.00
10/21/13	Personal Auto Mileage	5.65	Cash	United States (US	1.00		5.65
10/22/13	Airfare - Commercial	186.90	Department Paid	United States (US	1.00		186.90
10/22/13	Lodging	108.39	Cash	United States (US	1.00		108.39
10/22/13	Dinner	23.00	Cash	United States (US	1.00		23.00
10/22/13	Lunch	11.00	Cash	United States (US	1.00		11.00
10/22/13	Gasoline	40.35	Cash	United States (US	1.00		40.35
10/22/13	Parking, Auto	8.00	Cash	United States (US	1.00		8.00
10/23/13	Breakfast	7.00	Cash	United States (US	1.00		7.00
10/23/13	Auto/Car Rental	75.47	Department Paid	United States (US	1.00		75.47
10/23/13	Gasoline	14.65	Cash	United States (US	1.00		14.65
10/23/13	Personal Auto Mileage	5.65	Cash	United States (US	1.00		5.65

Expense Sub-Totals

Auto/Car Rental 75.47
Airfare - Commercial 381.40
Gasoline 55.00
Parking, Auto 16.00
Breakfast 7.00
Dinner 46.00
Lunch 11.00
Incidentals 5.00
Lodging 209.19
Personal Auto Mileage 11.30

Review Items - Exceptions and Questions

Text	Response	Policy
------	----------	--------

CalATERS-Global Expense Summary

Did you obtain prior written approval to exceed the maximum allowed?

No PML 2013-026.

#46a DPA
required - Lodgin

Approvers should verify lodging was obtained in a designated high cost county.

46new

Did you obtain prior written approval to exceed the maximum allowed?

No PML 2013-026.

#46a DPA
required - Lodgin

**CalATERS-Global
Expense and Miscellaneous Detail**

EXPENSE DETAIL SUMMARY						
Date	Expense Item	Amount	Expense Is	Purpose	Category	Receipt Required
10/21/13	Airfare - Commercial	194.50	Reimbursable			Yes
10/21/13	Lodging	100.80	Reimbursable			Yes
10/21/13	Dinner	23.00	Reimbursable			No
10/21/13	Incidentals	5.00	Reimbursable			No
10/21/13	Parking, Auto	8.00	Reimbursable			No
10/21/13	Personal Auto Mileage	5.65	Reimbursable			No
10/22/13	Airfare - Commercial	186.90	Reimbursable			Yes
10/22/13	Lodging	108.39	Reimbursable			Yes
10/22/13	Dinner	23.00	Reimbursable			No
10/22/13	Lunch	11.00	Reimbursable			No
10/22/13	Gasoline	40.35	Reimbursable			Yes
10/22/13	Parking, Auto	8.00	Reimbursable			No
10/23/13	Breakfast	7.00	Reimbursable			No
10/23/13	Auto/Car Rental	75.47	Reimbursable			Yes
10/23/13	Gasoline	14.65	Reimbursable			Yes
10/23/13	Personal Auto Mileage	5.65	Reimbursable			No

Cars used for Business Travel

Vehicle Type: Personal Auto Mileage